

**MOUNTAIN HEIGHTS ACADEMY  
BOARD OF TRUSTEES  
MEETING MINUTES**

9067 S. 1300 W. #204; West Jordan, UT 84088



**March 11, 2016**

**ATTENDANCE**

**Board Meeting called to order at 12:13 PM by Kelley Parkin.**

**In Attendance:** Kelley Parkin, Gwendolyn Smith, David Wiley, Bart Barker, Gavin Hutchinson, Jill Newell

**Others in Attendance:** DeLaina Tonks, Emily Anderson, Steve Davis, Ryan Smith, Kara Finley, Cathie Hurst

**CONSENT ITEMS**

**Board Meeting Minutes**

Gavin Hutchinson made a motion to approve the December 11, 2015 Board Meeting Minutes and the February 12, 2016 Board Meeting Minutes; Gwendolyn Smith seconded. Motion passed unanimously.

**New Hires**

DeLaina Tonks reviewed the new hires and the roles they will be hired for at the school, including social studies, mathematics, and special education.

Gavin Hutchinson made a motion to approve the New Hires, including Becky Ball, Megann Bench, Mindy Bradbury, Kristine Dinsdale, and Sherri Einfeldt; Bart Barker seconded. Motion passed unanimously.

**VOTING ITEMS**

**MoodleRooms X-Ray Implementation and Annual Fee**

DeLaina Tonks discussed the online learning management system and the renewal on the contract. The X-Ray Implementation will allow for more advance data tools. The schedule for looking at core learning management systems was discussed along with the other platforms available and the cost of migration, but MoodleRooms is meeting the schools needs.

**Marketing Budget Allocation & Intrepid Invoices**

DeLaina Tonks reviewed the one-time costs that will be needed for marketing for print materials and advertising.

**Actively Learn Partnership**

Actively Learn is up for renewal and allows for the annotation of reading and text interaction.

Gavin Hutchinson made a motion to approve the MoodleRooms X-Ray Implementation and Annual Fee, the Actively Learn Partnership, the Intrepid Invoices, and up to \$88,000 for marketing expenses through the end of the fiscal year; Bart Barker seconded. Motion passed unanimously.

**School Land Trust Plan and Budget**

DeLaina Tonks reviewed the progress on the last plan and the plan for the next year that includes having Reading Specialist Math Tutors and the START Reading and Math Assessment Platform.

Gwendolyn Smith made a motion to approve the School Land Trust Plan and Budget; David Wiley seconded. Motion passed unanimously.

**Curriculum**

Emily Anderson presented the proposed new curricula for the 2016-2017 school year, including Exploring Computer Science and Ukulele. Rewrites will be completed for the Spanish I and Spanish II courses. DeLaina

Tonks reviewed the survey where students were asked their interest level on new courses and the desire for students to have more computer science courses.

David Wiley made a motion to approve the new Curriculum: Ukulele & Exploring Computer Science and the rewrites on Spanish I and Spanish II; Bart Barker seconded. Motion passed unanimously.

### **Electronic Meetings Policy**

The Board discussed the changes to the Electronic Meetings Policy and what constitutes an electronic meeting.

Bart Barker made a motion to approve the Electronic Meetings Policy; Gwendolyn Smith seconded. Motion passed unanimously.

### **Charter School Board Building Officer**

The Board discussed the role the officer will complete.

Gavin Hutchinson made a motion to approve the Charter School Board Building Officer to be Whisper Rood; David Wiley seconded. Motion passed unanimously.

## **DISCUSSION ITEMS**

### **Board Term Review**

The Board reviewed the terms and renewals that will be up in June.

### **UCAP Portal**

The Board Members have each received logins to access the UCAP Portal and they discussed the uses of the portal.

## **REPORTS**

### **Adaptive Curriculum Report on Innovation Goal**

There was nothing to report on adaptive curriculum at this time.

### **Finance Committee Report**

Bart Barker reviewed the budget and it is in good condition. DeLaina Tonks was thanked for her excellent management of the budget and the expectation of surplus. The Board stated their desire to have Ryan Smith transfer funds into the PTIF in order to earn minimal interest while monitoring cash flow needs.

### **Director Report**

DeLaina Tonks reviewed student achievement including a student that is a Coca Cola Scholarship Finalist and a student that attended the US Open. An email thanking their school for their help and encouragement of a student was shared.

A new website will be posted next week and it will be very clean and provide consistent branding with current information. The enrollment figures over the years were reviewed and how it has increased.

Jill Newell arrived at 1:02 PM.

Student Performance was reviewed along with course pass rates, which has increased consistently. The Special Education team was highlighted for their great work in serving students and helping students pass courses. The graduation status of students was discussed along with the number of students that are moving towards completing a GED. The way the graduation rate was calculated was discussed and the interventions in place to help students. Emily Anderson presented on the four Professional Learning Communities (PLC), focusing on BrainChase, ACT Prep, ATC awareness, and the You Are Awesome Campaign.

The lottery numbers for next year were reviewed along with potential enrollment, the current year enrollment was presented and more students have been added to the school in the fourth quarter. Parent and Student survey data was compiled and reported.

Staff were highlighted for their accomplishments and awards. Accreditation was discussed including the team going

on other visits in order to learn more about the process and ways in which the school can best prepare. The payment structure for AdvancEd is not equitable for electronic schools and the school has discussed the structure with them. The Annual Report has been released.

**PUBLIC COMMENT**

No public comments were made.

**CALENDAR ITEMS**

Board Meeting Thursday, May 26, 2016 at 11:00 AM  
Gala June 2, 2016 at 7:00 PM at SLCC Miller Campus  
Graduation June 3, 2016 at 2:00 PM at Abravanel Hall  
Board Retreat July 14, 2016

**ADJOURN**

David Wiley made a motion to adjourn the Board Meeting; Gavin Hutchinson seconded. Motion passed unanimously.

Board Meeting adjourned at 1:43 PM.